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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Director of Training

FROM : Chief, Language and External Training School

SUBJECT: Weekly Activities Report  
16 - 22 March 1955 #12

DATE: 23 March 1955

A. SIGNIFICANT ITEMS

None to report

B. OTHER ACTIVITIES

1. Five out of seven applicants for the Area Analysts Program (Near East) have been interviewed for 30 minutes each. Interview of the other two has been waived because of adequate familiarity with their qualifications, interests, etc. Of the seven, my personal opinion is that: 1 is definitely overqualified, 1 is possibly overqualified, 1 is exactly the sort of person for this program, 2 are possibly acceptable, and 2 should not be included. This opinion is based on careful scrutiny of files and fairly penetrating interviews. Candidates will be considered by the Qualifications Review Panel on 24 March, after which recommendations will be made to the DTR. NEA has no candidates.
2. Four candidates for the intensive course in Chinese at the FSI organized specially for OTR have been interviewed. It is my opinion that 2 are outstandingly qualified and 2 are adequate. All four will be considered by the Qualifications Review Panel on 24 March. There is a conspicuous improvement in the quality of person now being nominated by FE for intensive language training.
3. While not in the category of "activities," the following observations, I believe, are worthy of note:
  - a. In general, offices are giving far greater consideration to selection of candidates for full-time training, and are endeavoring to nominate persons who are truly qualified, in contrast with a year or more ago when there were evidences that full-time training was used for "disposal of personnel" purposes, or when persons were nominated without reference to need, motivation, aptitude, interest and other vital considerations.

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b. Persons applying for intensive training are beginning to recognize that, as one Area Analysts Program (Near East) candidate said, "Gee, you folks really consider applicants with care and thoroughness. I thought everything was just automatic after I made out the request."

4. Of five candidates for Program on Area Specialists (USSR) nominated by their offices (not including [redacted]), two were eliminated on a basis of language inadequacy. One was withdrawn by his office. Two candidates remain ([redacted] of OCI, and [redacted] of ORR). Both candidates will be considered by the Qualifications Review Panel on 24 March, after which recommendations will be made to the Director of Training.
5. Supplement #4 to the "Spring Language Training Announcement" has been distributed to all Training Liaison Officers announcing several full-time and part-time courses commencing in April and June.
6. The "Summer Language Training Announcement" is being prepared and should be ready for distribution to the Training Liaison Officers in about two weeks.
7. A weekly written report on performance last week of each of the students in internal language classes was sent to Training Liaison Officers and Training Officers.
8. Considerable interest was expressed by DDI offices in the FSEF program on "Problems of Readjustment in the Far East" scheduled for 23-24 March at the Statler Hotel. The benefits to be derived from attendance in these lectures were called to the attention of selected DDP training offices and as a result some deserving candidates were made aware of this program. Quota allowances were made for 3 DDP persons to attend out of the 5 available to this office and approvals obtained from the Security Office for the list as finally selected. Two of the DDP candidates failed to attend and unfortunately deprived others of this opportunity because of the last minute cancellation. We have now been informed that up to 10 Agency personnel may attend subsequent lectures.
9. The Office of Scientific Intelligence will have three persons attending the guided missile course conducted by the Bureau of Ordnance, Department of Navy in Washington. This is a two week program. It appears to be particularly beneficial for OSI personnel and because of the local nature of the course training can be afforded at much less cost than for attendance at other missile programs.

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10. There has been increasing interest in the Special Weapons and Guided Missile Orientation course conducted at Ft. Bliss, Texas. Evaluations indicate that this one-week program is of sufficient benefit to warrant seeking a quota allotment to the Agency on a recurrent basis. Before such action is taken, however, the disadvantages inherent in Agency quota identification have to be explored with consumer offices.
11. On Monday, Tuesday and Wednesday of this week Miss  was being assessed as a part of her application for the Junior Career Development Program.

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